

**PERSONNEL**Licensed Personnel: Teacher Salary Guidelines**A. Generally**

The Stafford County School Board shall annually adopt a teachers' salary schedule, excluding administrators and supervisors, based upon the superintendent's recommendation and the availability of funds.

The proposed salary schedule shall incorporate salary gradations keyed to a beginning teacher's salary and shall reflect the employee's experience and the degree held.

**B. Initial Placement and Advancement**

The initial placement and advancement of an employee on the teachers' salary schedule shall depend on the following considerations:

1. Length of service in public and private state-accredited schools., at the rate of one (1) year for each one (1) year of teaching experience in an accredited school up to the maximum number of years on the salary schedule.

2. Credit for military service. For the placement of an employee on the teachers' salary schedule, credit for military service that interrupted the employee's teaching experience may be allowed up to a maximum of three (3) years if such interruption occurred after the employee began full-time contract teaching in a state-accredited school and providing that the teaching profession is re-entered immediately following discharge.

3. Credit for Licensed Vocational Personnel. If occupational work experience beyond the apprenticeship level is required, relevant work experience may be allowed as a credit on the salary schedule at the rate of one (1) year for each two (2) years on such work experience. A maximum credit of ten (10) years or steps on the salary schedule may be given.

**C. Submission of Transcripts and Certificates**

An employee who submits a transcript evidencing post baccalaureate academic preparation shall receive a

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salary supplement that is consistent with the additional preparation and the adjustment shall be effective at the beginning of the next semester. Salaries of employees who are placed on the salary schedule prior to receipt of all official transcripts and whose transcripts, upon receipt, do not support the placement, will be adjusted beginning with the next monthly paycheck.

**D. Less than Full Credit for Experience**

An employee teaching at least one-half time under a one year part-time contract must be employed for two (2) full years to advance one (1) step on the experience level of the salary scale.

An employee teaching less than ninety (90) consecutive school days under a full-time contract shall not be granted credit on the experience level of the salary scale.

Editor's Note

See also division regulation #R5-51.1 Salary Guides, school board policy #3-45 Administrative Salary Schedule, school board policy #5-55.1 Classified Personnel: Wage and Salary Schedules and its implementing regulations #R5-55.1

For salary supplements see school board policy #5-51.2 following.

Adopted by School Board: March 12, 1991

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